

**Proposal Review Committee**  
**October 31 and November 1, 2016**  
The Tatnall Building, Room 112  
150 Martin Luther King Jr. Blvd. South  
Dover, Delaware

**Public Session:** October 31, 2016, at 8:33 a.m. and November 1, 2016 at 4:23 p.m.

The Proposal Review Committee (“PRC”) met on October 31 and November 1, 2016, at the Tatnall Building, 150 Martin Luther King Jr. Blvd. South, Room 112, Dover, Delaware. The following committee members and guests were present:

Brenda Lakeman, OMB, Director, Benefits Administration  
Faith Rentz, OMB, Deputy Director, Statewide Benefits  
Laurene Ehemann, OMB, RFP and Contract Manager, Statewide Benefits  
Leighann Hinkle, OMB, Program Lead, Statewide Benefits  
Aaron Schrader, OMB, Human Resources Manager, Statewide Benefits  
Kevin Fyock, Willis Towers Watson  
Jaclyn Iglesias, Willis Towers Watson  
Rebecca Warnken, Willis Towers Watson  
Valerie Watson, Department of Finance  
Ken Simpler, State Treasurer (attended all interviews except Cigna)  
Omar Masood, Office of the Treasurer  
Jenifer Vaughn, Delaware Insurance Department  
Evelyn Nestlerode, Administrative Office of the Courts  
Wendy Brown, Department of Health and Social Services  
Geoff Klopp, Correctional Officers’ Association  
Kimberly Reinagel-Nietubicz, Office of the Controller General

**Introductions/Sign In**

Ms. Lakeman called the meeting to order at 8:33 a.m.

**Approval of Minutes**

Ms. Lakeman requested a motion to approve the minutes from the October 25, 2016, meeting of the PRC. A motion was made by Ms. Vaughn and seconded by Ms. Watson. The motion was approved with unanimous voice vote.

**Interview the Finalists for a Medical Third Party Administrator for the Group Health Insurance Program**

Ms. Lakeman requested a motion to move into Executive Session to discuss the proposals and interview the finalists. Ms. Brown made the motion and it was seconded by Ms. Brown. The PRC moved into Executive Session at 8:34 a.m.

The Executive Session continued on November 1, 2016, at 8:40 a.m. There were no members of the public present on either day.

**Adjournment**

Upon return to the Public Session and with no further business, a motion to adjourn was made by Ms. Vaughn and seconded by Mr. Masood. Upon unanimous voice approval, the meeting was adjourned at 4:23 p.m.

Respectfully submitted,

*Laurene M. Ehemann*

Laurene M. Ehemann  
RFP and Contract Manager